



Ref: SWOC/BLUAREA/REN/20
December 15, 2020

TENDER NOTICE

RENOVATION OF PIA DISTRICT SALES OFFICE (3RD & 4TH FLOOR) - BLUE AREA ISLAMABAD

Seal un-conditional tenders are invited from PIA 'B' class approved enlisted Civil contractors for the subject work. Tender should be addressed to General Manager (Facilities Management) and dropped in tender box placed in Manager Finance Works office (2nd floor PIA Head Office) by December 22, 2020 till 15:00 hrs and will be open on the same day at 15:30 hrs in the office of General Manager Facilities Management. All details regarding the tender can be downloaded from www.piac.com.pk.

2 % Earnest money of the bid should be attached with the tender.

On the face of envelop reference must be written SWOC/BLUAREA/REN/20

GENERAL MANAGER
(FACILITIES MANAGEMENT DIVISION)
1ST FLOOR, FLIGHT OPERATION BUILDING
PIA HEAD OFFICE.
Tel: 021-9904640
Email: gm.facilitiesmanagement@piac.aero

COPY TO:

1. FINANCE MANGER(W&P)
2. NOTICE BOARD



TENDER FORM

M/s _____

Ref: SWOC/BLUAREA/REN/20
December 15, 2020

DESCRIPTION OF WORK: -

**RENOVATION OF PIA DISTRICT SALES OFFICE (3RD & 4TH FLOOR) - BLUE AREA
ISLAMABAD**

Dear Sir,

Please send not later than **22-12-2020** you're sealed quotations for the items mentioned in the attached sheet as per following terms and condition.

1. PIA reserves the right to accept or reject any quotations without assigning any reason as per PPRA rules.
2. An earnest-money of **2%** in the shape of pay-order/Bank Draft in favor of PIA is to be attached with quotation as earnest money.
3. Tender will be opened by on **22-12-2020** at **15:30** Hours by the under signed in presence of the contractors who care to attend.
4. Your quotation should remain valid up to **Three Months**.
5. Period required for completion of project is **Two months**.
6. All works/sample/design will be executed / approved by the engineer on duty.
7. PIA reserves the right to cancel the work order at any stage of the work without assigning any reason as per PPRA RULE # 33.
8. PIA accepts only standard materials of original manufacturer strictly in accordance with the specifications. Any inferior or sub-standard materials, if used, shall be rejected out-rightly and registration of the contractor concerned may be cancelled.
9. PIA shall have the option to increase or decrease the quantity of any item mentioned in the quotation / work order.
10. The firm to whom the contract is awarded shall have to abide by the rules and regulations mentioned in the work order and as well as the all rules & regulations of PIA, PEC and PPRA.

For: **Pakistan International Airlines**

Seal & Signature
Of the contractor



11. No excuse of non – availability of materials of fluctuation in the market rates etc. shall be accepted after the work order is issued.
12. Security deposit 10% will be deducted from each running bill and same will be returned after six months. In case of any discrepancy found, the same will be withheld without prior notification.
13. If the work is delayed after given time period, Rs. 2000 / day will be deducted, up to max. 10% of total project cost.
14. The attached Performa of permit to work is mandatory job to be followed at the time of award of work. Annexure 'A'

Seal & Signature
Of the contractor

For: **Pakistan International Airlines**



M/s _____

 Ref: SWOC/BLUAREA/REN/20
 December 15, 2020

Civil Works BOQ of 3rd floor Blue Area office - Islamabad					
S.No	Description	Qty	Unit	Rate	Amount
1	Providing and applying 2 coats of Plastic emulsion paint on walls, ceiling and soffits of beams etc. at any floor/ any height, complete in all respects and as directed by the Engineer In charge.	6000	Sft		
2	Supply and fix, PVC floor 4"x 36" strips 1.5 mm thick complete job as directed by the Engineer In charge.	5000	Sft		
3	Lacquer Polishing including scarping and filling complete job as directed by the Engineer In charge.	3000	Sft		
4	Removal of existing roller blinds, properly washed, with dry spray chemical, replacement of roller pulleys and chains and re fixing at same locations as or directed by Engineer In charge.	2406.85	Sft		
5	Providing/fixing of wall cladding with MDF 1/2" thick sheet, with 1/2" foam covered with imported fabric as per approved colour and shed or design by engineer In charge.	1000	Sft		
6	Providing & laying Gypsum False Ceiling, 24" x 24" 7.5mm thick of approved color / texture, fixed with imported powder coated aluminum, " T" & "L" section with completed ceiling suspension system, complete job as directed by the Engineer In charge.	719	Sft		
8	Providing, making and fixing openable /sliding type filing cabinets 16" deep consisting of 3/4" thick lamination board boxing / shutter, including imported best quality brass hinges, locks, 4" high approved S.S handles, latch, lock, hinges including matt lacquer polishing complete in all respects and as directed by the Engineer. Size (8ft Height x 2.5ft wide x 16" deep), complete job as directed by the Engineer In charge.	576	Sft		

 For: **Pakistan International Airlines**

 Seal & Signature
 Of the contractor



9	Repairing and fixing openable /sliding type filing cabinets 16" deep consisting of 3/4" thick lamination board boxing / shutter, including brass hinges, locks, approved S.S handles, latch, lock, hinges including matt lacquer polishing complete in all respects and as directed by the Engineer.	1	No		
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Total of 3rd Floor

Civil Works BOQ of 4th floor Blue Area office - Islamabad

S.No	Description	Qty	Unit	Rate	Amount
1	Providing and applying 2 coats of Plastic emulsion paint on walls, ceiling and soffits of beams etc, at any floor/ any height, complete in all respects and as directed by the Engineer In charge.	929	Sft		
2	Supply and fix, PVC floor 4"x 36" strips 1.5 mm thick complete job as directed by the Engineer In charge.	2848.77	Sft		
3	Providing and applying Wax Polishing on floor complete in all respects and as directed by the Engineer In charge.	131.73	Sft		
4	Providing and applying Lacquer Polishing complete in all respects and as directed by the Engineer In charge.	2964	Sft		
5	Repair & cleaning of Blinds complete in all respects and as directed by the Engineer In charge.	1092	Sft		
6	Providing and fixing in position of Roller blinds consisting of best quality European make fabric to windows and fixed glazing including all fittings and accessories, with powder coated Aluminum top rail, complete in all respects directed by the Engineer In charge.	172	Sft		
7	Providing/fixing of wall cladding with MDF 1/2" thick sheet, with 1/2" foam covered with imported fabric as per approved color and shed or design by Engineer In charge.	605	Sft		

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Seal & Signature
Of the contractor



8	Providing and applying Marble Polish (wall) complete in all respects and as directed by the Engineer In charge.	120	Sft		
9	Supply & fix, 5mm thick Glass complete in all respects and as directed by the Engineer In charge.	56	Sft		
10	Supply and fix, Wooden flooring strips 4" x36" best quality as approved by engineer.	224	Sft		
11	Providing and fixing wall skirting complete in all respects and as directed by the Engineer In charge.	300	RFt		
12	Removing of exiting Partition and Fixing /reshaping above door opening and fixing in new location complete in all respects and as directed by the Engineer In charge.	180	Sft		
13	Modification of works stations with clothing and glass partition etc complete in all respects and as directed by the Engineer In charge.	24	Nos		
14	Providing, making and fixing openable /sliding type filing cabinets 16" deep consisting of 3/4" thick lamination board boxing / shutter, including imported best quality brass hinges, locks, 4" high approved S.S handles, latch, lock, hinges including matt lacquer polishing complete in all respects and as directed by the Engineer. Size (8ft Height x 2.5ft wide x 16" deep), complete in all respects and as directed by the Engineer In charge.	208	Sft		
15	Providing, making and fixing in position wooden cladding over RCC columns consisting of 1/2" thick MDF veneered with 1/8" thick ply over 1½"x1-1/2" thick local Partal wood frame, including 2-3/4"x2½" solid wood gola 1/2" thick 4" high wood skirting at top & bottom, matt lacquer polishing to wood/ ply, complete in all respects and as directed by the Engineer In charge.	192	Sft		

For: **Pakistan International Airlines**

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Of the contractor



16	Providing and fixing kitchen cabinets type 15" deep 24" high consisting of 3/4" thick best quality High gloss sheet with board boxing / shutters with imported ash wood lipping brass hinges, locks, handles including matt lacquer polishing to wood, complete in all respects and as directed by the Engineer In charge.	84	Sft		
17	P/F of 20mm thick Granite top in black color with polishing in kitchen complete in all respects and as directed by the Engineer In charge.	36.4	Sft		
18	P/F of PIA Logo with laser cutting and paint as per approved design 7 color complete in all respects and as directed by the Engineer In charge.	1	No		
Total of 4th Floor					
Grand Total of 3rd Floor and 4th Floor					

- Must be inclusive of all taxes.
- All contractors are advised to ensure prior visit of site before submitting the tender, for assessment of job, but not mandatory.

Seal & Signature
Of the contractor

For: **Pakistan International Airlines**



ANNEXURE 'A'

PERMIT TO WORK

Seal & Signature
Of the contractor

For: **Pakistan International Airlines**

Date	Permit Valid from:	To	Permit No:
Area Authority (AA) (where work is performed)	Executing Department (ED) (who orders work.		Contractor /Operator (CO) (who undertakes the task)
1. ED Describe work to be undertaken:			
2. ED defines Location of Work (site/ equipment/ vessel etc.)			
3. ED defines Type of work/s (tick mark one or more of following)			
<input type="checkbox"/> Construction <input type="checkbox"/> Maintenance <input type="checkbox"/> burning <input type="checkbox"/> welding <input type="checkbox"/> cutting <input type="checkbox"/> grinding <input type="checkbox"/> dry grit/ shot blasting <input type="checkbox"/> working on gas pipe lines <input type="checkbox"/> electrical <input type="checkbox"/> chilled water <input type="checkbox"/> energized systems <input type="checkbox"/> temporary electrical arrangement <input type="checkbox"/> hazardous chemicals <input type="checkbox"/> handling/transporting/generating hazardous wastes <input type="checkbox"/> Excavation/trenching <input type="checkbox"/> Using a gas, diesel, LP (propane) powered engine indoors <input type="checkbox"/> Operating a powered or self-propelled work platform <input type="checkbox"/> handling asbestos <input type="checkbox"/> radiography <input type="checkbox"/> working on fire protection/detection systems <input type="checkbox"/> working on security/ safety systems <input type="checkbox"/> compressed air/gases <input type="checkbox"/> heating, ventilation, or air conditioning equipment <input type="checkbox"/> Working with chemicals, polishing or grinding <input type="checkbox"/> Working at heights of more than 6 feet/ roofs <input type="checkbox"/> Working in confined spaces <input type="checkbox"/> lifting heavy materials or hoisting with cranes or hoists <input type="checkbox"/> Moving machinery <input type="checkbox"/> Electrical Hazards <input type="checkbox"/> Hazardous fumes <input type="checkbox"/> Working on any hazardous equipment <input type="checkbox"/> other.....			
4. ED defines Equipment/ Tools to be used:			
5. ED and AA jointly define Personal Protective Equipment Required:			
<input type="checkbox"/> Hard Hat <input type="checkbox"/> Safety Shoes <input type="checkbox"/> Rubber Boots <input type="checkbox"/> Protective Clothing	<input type="checkbox"/> Ear Plug <input type="checkbox"/> Ear Muffs <input type="checkbox"/> Dust Mask <input type="checkbox"/> Face Shields	<input type="checkbox"/> Safety Belt/ Harness <input type="checkbox"/> Full Face Mask <input type="checkbox"/> Safety Goggles <input type="checkbox"/> Leather/ Rubber Gloves	<input type="checkbox"/> Heat Resistant Gloves <input type="checkbox"/> Breathing Apparatus <input type="checkbox"/> Others..... <input type="checkbox"/> Others.....
6. ED and AA jointly define Fire Fighting Measures			
Fire Fighting Team required <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Fire Extinguisher <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A details..... Fire Hose <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A details.....			
7. ED, AA and CO jointly Identify Operation Controls (tick mark appropriate columns at para 11 and state further specific to job operational controls in this column).			
a. b. c.			
Action in case of Emergency:			
8. CONFIRMATION (to be filled by ED)			
I HAVE INSPECTED THE EQUIPMENT & AREA AND VERIFIED THAT OPERATIONAL CONTROLS (Ref. Para 3,4,5,6,7 and 11) ARE IN PLACE FOR SAFE EXECUTION OF JOB.			
Issued by: _____ Sign: _____ Date & Time: _____			
9. ACCEPTANCE (AA where work is performed and CO who perform the work)			
I HAVE UNDERSTOOD THE PTW AND SHALL IMPLEMENT OPERATIONAL CONTROLS (Ref. Para 3, 4,5,6,7 and 11) WHILE PERFORMING THE WORK.			
AA nominated incharge for work: _____ Sign: _____ Date & Time: _____			
Contractor / Operator performing the work: _____ Sign: _____ Date & Time: _____			
10. Verification after completion of work			
Work Completed <input type="checkbox"/> Yes <input type="checkbox"/> No If No, Permit Extended from to			
Site cleared for Normal Operation <input type="checkbox"/> Yes <input type="checkbox"/> No Work Completion date & time:			
Area Authority (AA): _____ Signature: _____ Date & Time: _____			
Contractor/Operator who performed the work: _____			
Signature: _____ Date & Time: _____			

11. ED, AA and CO jointly Identify Operational Controls and ensure implementation (these are in addition to Para 3, 4, 5, 6, and 7)

		Responsibility		
		Area Auth	ED	Contractor/ operator
☐ Electrical Work/ Moving Machinery Equipment electrically Isolated/ Mechanically disconnected Safety tags/ Caution Signs placed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Construction / Maintenance Barricade area / Place ' work in progress. sorry for inconvenience' boards Safety hats, safety Shoes Scaffolding / ladders in good condition Safety harness used when working above 6 ft. height Waste Collection areas defined. Waste disposal defined. Fire arrangements in place / Extinguisher assessable Electrical / gas connections disconnected and made safe	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Welding/ Cutting/ Brazing/ Burning Flash Back Arrestor installed at Oxygen and Acetylene Cylinders Pressure Gauges on Gas Cylinders are available and Functional Electric Arc Welding leads are completely insulated Area clear of explosive/ flammable materials Area cordoned off Fire Extinguisher assessable	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Lifting, Loading & unloading Fork Lift/Crane/Chain block has appropriate loading capacity Load testing of Crane/Chain block done Crane/ Fork Lift Operator has Authorization/ valid Driving License Load Cart available in Crane Wire ropes suitably sized and strong Area cordoned off	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Handling/ Storage of Chemicals Drains plugged to prevent spillage going into sewerage Spill prevention controls in place Spill response equipment available Availability and understanding of MSDS	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Working at Height Ladder/ Scaffolding/ platform properly placed, stable and well tied PPEs(shoes, dress, are worn) Scaffolding planks are tied Arrangement available for anchoring safety belt/harness ☐ Barricade of surrounding area Structure is safe and sound for climbing Operator trained and fit to climb	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Radiography Area cordoned off & Caution Sign displayed License available Radiation Testing Done	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
☐ Confined Space Inlet & Outlet Valves properly closed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			

Vessel/ line de-pressurized & earthed Vessel/ pipeline flushed and free from toxic/ flammable/ corrosive vapors Vessel/ Temperature Suitable for Entry Adequate Mechanical/ Natural ventilation provided	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border: none;"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A </td> <td style="width: 10%; border: none;"></td> <td style="width: 10%; border: none;"></td> <td style="width: 10%; border: none;"></td> <td style="width: 10%; border: none;"></td> </tr> <tr> <td style="border: none;"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A </td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A </td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A </td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </table>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A					<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A					<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A					<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A				
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Gas Test Results after isolation and ventilation: Time _____ Oxygen _____% >19.5 % Explosive _____% L.E.L < 10% Toxic _____PPM <10PPM H ₂ S Testers signature: _____ <u>Periodic atmospheric tests:</u> Time _____ O ₂ %: _____ LEL %: _____ Toxic(ppm) _____ Time _____ O ₂ %: _____ LEL %: _____ Toxic(ppm) _____ Time _____ O ₂ %: _____ LEL %: _____ Toxic(ppm) _____	No of persons entering into the Confined Space _____ Names i. _____ ii. _____ iii. _____ iv. _____ Name of standby person out side the confined space _____																				